



BLINN COLLEGE (BRYAN CAMPUS)

INTERNATIONAL STUDENT

ORGANIZATION

CONSTITUTION AND STANDING RULES

AUGUST, 1998

Blinn College -Bryan Campus -P. O. Box 6030 -Bryan, Texas, USA 77805-6030 409-821-0200

Blinn College International Student Organization Constitution and Standing Rules

ARTICLE I (Name)

The name of the organization shall be called Blinn College -Bryan Campus -International Student Organization (I.S.O.)

Article II (Purpose)

The purposes of this organization are to advocate cultural awareness and to provide social interaction “among international students attending Blinn College.

Article III (Membership)

3.1 Membership in the Blinn College -Bryan Campus I.S.O. is open to all students enrolled at Blinn College during an academic year, regardless of socioeconomic level, race, color, sex, religion, handicap or national origin.

3.2 The membership fee (dues) shall be set by the officers preceding the fall semester It shall not be less than \$5.00 nor more than \$20.00. The dues will cover the academic year and both summer school sessions.

3.3 The duties of the members shall be to elect the officers, work on committees, participate in meetings and activities and pay dues.

3.4 A member has voting privileges.

Article IV (Officers and Duties) 4.1 Duties of the President.

4.1 Duties of the President

4.1.1 The President shall preside over the club meetings.

4.1.2 The President shall oversee the duties assigned to other officers and to committee chairpersons.

4.1.3 The President shall serve as chairperson of the executive committee which is comprised of all the officers of the organization.

4.2. Duties of the Vice President.

4.2.1 Shall act in the absence of the President. 4.2.2 Shall serve as program chairperson 4.3 Duties of the Secretary.

4.3.1. Shall take minutes at all meetings.

4.3.2 Shall read minutes of the previous meeting to be approved by the members present.

4.3.3 Shall keep a current list of members, officers and committee member

4.3.4. Shall take care of the club’s correspondence.

4.4 Duties of the Treasurer-

4.4.1 Shall keep accurate up-to-date records of all financial transactions of the club and shall keep a record of the balance on hand

4.4.3 Shall report on the financial status at each meeting.

4.5.1. Shall be responsible for the publicity of the club.

4.5.1 Shall report the club's activities to Blinn College students, appropriate faculty and administrators and the Public Relations Officer .

4.5.2 Shall maintain a positive relationship with the communities of Bryan and College Station. 4.6 Duties of the Parliamentarian.

4.6 Duties of Parliamentarian

4.6.1. Shall be responsible for keeping order during the meeting.

4.6.2 Shall oversee and enforce the rules and regulations of the club, Blinn College and the laws of Texas and the Unites States of America.

4.6.3 Shall greet and sign in members and guests.

4.6.4 Shall set up flags and other paraphernalia before meetings.

4.6.5 Shall be aware of parliamentary procedure and shall have a copy of Roberts' Rules of Order which v shall be used in the enforcement of parliamentary procedure.

4.7 Duties of the Historian.

4.7.1 Shall be in charge of taking photographs of I.S.O. events. 4.7.2 Shall keep a club scrapbook.

Article V (The Advisor and Assistant Advisor.)

5.1. Duties of the Advisor and Assistant Advisor.

5.1.1. The Advisor and Assistant Advisor shall be faculty or staff members at Blinn College, Bryan , Texas. This shall include faculty and staff at the main campus, the Occupational Education Center and at "Y the Allied Health Program.

5.1.2 Shall approve expenses of the club's funds and will advise on I.S.O. constitutional matters-

5.1.3 The Advisor or Assistant Advisor should be present at all meetings and activities.

5.1.4 The Advisor or Assistant Advisor shall be consulted on all official matters and on all correspondence.

Article VI (Election)

- 6.1.1 Election of officers shall be held during the last meeting in April. A quorum is required. /
- 6.1.2 New officers shall begin the term of office at the beginning of Summer School I and end the term of office on the day preceding Summer School I.
- 6.1.6 Voting shall be by secret ballot only. Votes will be counted by two officers and the advisor
- 6.1.7 Candidates must receive a majority (51%) of the votes to be elected.
- 6.1.8 Nominations will come from the members. Qualifying members will be nominated at the meeting preceding the April meeting. If the membership requests a nomination committee, it shall be composed of five members, two of whom are officers. The committee shall be appointed by the President and approved by a majority of the officers.

Article VII (Impeachment)

- 7.1 An officer may be removed from office if he/she does not satisfy the eligibility requirements outlined in Article VI.1.3.
- 7.2 An officer can be removed if a formal written motion is made by a member of I.S.O. at a regularly scheduled meeting or at a called meeting. The reasons for impeachment should be documented in writing. A committee of ISO members and the Advisor and/or Assistant Advisor shall review the evidence and take appropriate action depending on the nature of the offense. The officer shall be impeached if a majority of committee members vote in favor of impeachment.
- 7.3 Impeachable Offenses:
- a) Failure to uphold the duties of office.
 - b) Failure to uphold good conduct when representing ISO.
 - c) Misuse or misappropriation of funds.

Article IX (Committees)

- 9.1.1 All committees will be appointed by the president, with the approval of the majority of the officers.
- 9.1.2 Committee members shall be members in good standing.
- 9.1.3 One officer shall serve as an Advisor to each standing and special committee.

Article X (Quorum)

A quorum shall consist of 51% of the members.

Article XII (Order of business)

The order of business is as follows:

1. Call the meeting to order.
2. ice breaker (Optional)
3. Attendance sign-in, and recognition of new members and guests.
4. Reading and approval of previous minutes from the last meeting.
5. Announcements
6. Unfinished business
7. New business
8. Program
9. Adjourn meeting

Article XIII (Activities)

The membership may have social or informational activities in addition to the four required meeting each long semester. These activities will be planned by the officers and approved by the Advisor.

Article XIII (Definitions and clauses)

13.1. The word club shall pertain to the Blinn College -Bryan Campus, International Student Organization.

13.2 Any part of this constitution may be suspended with a quorum vote and with the approval of the Advisor and the Assistant Advisor

13.3 The club shall use Roberts' Rules or Order to conduct all formal meetings.

Standing Rules

The Blinn College -Bryan Campus International Student Organization year will operate from the first day of Summer School I through the day preceding Summer School I

A newsletter and/or calendar shall be published and distributed to members Every member who wishes to receive a copy of the constitution will be given one without charge